

**MINUTES OF MALPAS PARISH COUNCIL  
HELD ON MONDAY 10<sup>TH</sup> JUNE 2019 IN THE JUBILEE HALL AT 7 PM**

	<b>PRESENT</b> Cllrs Richard Charlton (Chairman), Tina Barnett, Mike Boxall, William Darlington, Roma Hancock, Michelle Lloyd, Charles Higgie, Karen Meredith, George Mifsud, Adrian Waddelove, John Webb, Chris Whitehurst, Michael Williams, The Clerk. The Press and eight members of the public attended part of the meeting.		
<b>32</b>	<b>APOLOGIES</b> Cllr. Enric Sabia Picton Hughes.		
<b>33</b>	<b>DECLARATION OF INTERESTS</b> Cllr Whitehurst declared a non-pecuniary interest in items 48.1 and 64 of the minutes. Cllr Whitehurst applied to the Council for dispensation to speak and take part in item 64 of the minutes. The dispensation was granted. Cllr Higgie declared a non-pecuniary interest in item 50 of the minutes.		
<b>34</b>	<b>APPROVAL OF THE MINUTES</b> <b>Resolved: - Item 15.8 was amended to include “Towards the cost to install a noticeboard”. The Chairman then signed the minutes of the Parish Council meeting that was held on 13<sup>th</sup> May 2019 as a true and proper record. Proposed by Cllr Webb and seconded by Cllr Hancock.</b>		
<b>35</b>	<b>OPEN FORUM</b> The following issues were raised during Open Forum:-  <ul style="list-style-type: none"> <li>• Residents raised concerns regarding planning application 18/02090/FUL- Erection of two bungalows (affordable housing for first time buyers under the NPPF entry level exception site policy) on land to the rear of The Sycamores and single-storey extension to The Sycamores (AMENDED PROPOSAL) at The Sycamores Old Hall Street Malpas. These included:- access onto highways; outside village boundary; effect on neighbouring properties; sufficient affordable housing supply.</li> </ul>		
<b>36</b>	<b>POLICE REPORT</b> In the absence of the police there was no consideration of this item.		
<b>37</b>	<b>ACCOUNTS</b> 37.1 <u>Payments Approved:-</u>		
	<b>Chq No</b>	<b>Payee</b>	<b>Statutory Power</b>
	251	Running Costs	s.111
	252	D Adams (hire of cherry picker)	s.111
	253	P Sanders (internal audit services)	s.111
	254	Wright Marshall (legal fees)	s.111
	255	GRANT:- Archery World (ATC)	s.137
	256	GRANT:- Malpas Cricket Club	s.137
	257	GRANT:- Malpas High Street Church	s.137
	258	GRANT:- Malpas Young Persons Project	s.137
	259	GRANT:- Minerva Arts	s.137
	260	GRANT:- Malpas Community Minibus	s.137
	261	GRANT:- Malpas and District Community Land Trust	s.137
			<b>Amount</b>
			£ 75.81
			£ 150.00
			£ 72.00
			£ 210.00
			£ 672.14
			£ 850.00
			£1,000.00
			£1,500.00
			£ 388.00
			£1,000.00
			£ 500.00

263	Cheshire Surveys Ltd	s.111	£1,110.00																		
<p>The Clerk's salary was paid by standing order.</p> <p><u>Receipts Received:-</u> Malpas Lions Club:- £100.00</p> <p><u>Bank Account:-</u> The reconciled balance in the current bank account as at 1<sup>st</sup> May 2019 was £88,520.54.</p> <p>. The funds are allocated as follows:-</p> <ul style="list-style-type: none"> <li>• Parish Council - £40,312.96</li> <li>• Christmas Lights Funding - £145.07</li> <li>• New Homes Bonus - £43,171.75</li> <li>• Allotments (balance of £3,600 transferred from NHB allocation) - £1,114.77</li> <li>• Allotment Deposits (ring fence in accounts) - £650.00</li> <li>• Neighbourhood Plan - £727.42</li> <li>• Grant for Speed Gun - £600.00</li> <li>• Insurance claim - £1,798.57</li> </ul> <p><b>Resolved: - The Council agreed to the above payments. The Council agreed to delegate authorisation of payment for grant donation to Malpas Village Fair as soon as the invoice is received. Proposed by Cllr Lowick Higgle and seconded by Cllr Webb.</b></p> <p>37.2 <u>To receive update for Insurance Claim:-</u> Ongoing.</p>																					
<p><b>38 INTERNAL AUDIT</b></p> <p>The Council noted the following Internal Auditors report including comments and actions taken:-</p>																					
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	6.	Some invoices not correctly addressed to Malpas Parish Council	Action:- ensure all invoices are correctly addressed to Malpas Parish Council.		
	7.	Date amended on Reconciliation Sheet	Noted.		
	8.	Staff Costs on AGAR	This is for salary payment only; previously the Clerk's expenses have been included in this figure. AGAR amended to rectify this.		
<b>39</b>	<b>EXTERNAL AUDIT</b> The notice of elector's rights is due to be posted on the noticeboard and website later this month.				
<b>40</b>	<b>MOSSLANDS</b> Cllrs were advised previously that all Cllrs would be trustees of The Mosslands once the trust deed has been completed. Details were taken to update the list of trustees with the Charities Commission for The Mosslands.				
<b>41</b>	<b>THE GOOD COUNCILLOR GUIDE</b> Cllrs were reminded of their duty to attend meetings and to submit apologies with a reason for non-attendance to the Clerk.				
<b>42</b>	<b>PARISH COUNCIL PRIORITIES</b> The Clerk is to prepare a list of what the Council has achieved; ongoing projects and possible future projects. <b>Resolved:- Cllrs agreed to meet at 6.00 pm on Monday 8<sup>th</sup> July to receive a brief introduction / background regarding ongoing projects. There will not be a parish council meeting in August, instead there will be an informal session to consider Council priorities. Proposed by Cllr Barnett and seconded by Cllr Hancock.</b>			RS CW	
<b>43</b>	<b>NEIGHBOURHOOD PLAN</b> This item is to be deferred to the July meeting.				
<b>44</b>	<b>RETENTION OF EMAILS</b> The Clerk is to seek guidance regarding the retention of emails and report to the next meeting of the Council.			RS	
<b>45</b>	<b>INTERNAL PROCEDURES</b> The Clerk is to circulate the policies to be reviewed. A working party consisting of Cllrs Whitehurst, Waddelove, Charlton, Higgle and Mifsud are to meet and go through the procedures.			CW RC CH GM	
<b>46</b>	<b>AUGUST MEETING</b> <b>Resolved: - The Council resolved not to hold a parish council meeting in August. Proposed by Cllr Barnett and seconded by Cllr Hancock.</b>				
<b>47</b>	<b>SURGERY ROTA</b> To receive update from June surgery:-				
	<b>ISSUE</b>	<b>CONCERNS RAISED AND ACTION TAKEN</b>			
	(i) Bus Shelter at The Crown	Update requested regarding replacement bus shelter. Ongoing.			
	(ii) Malpas Footpath FP10	Complaint about the overgrown footpath behind the Farmers Club and to the rear of Oak Tree Rise. Reported to CWaC			
	(iii) Ten Tees Field	Enquiring about potential development of the Ten Trees Field. Feedback provided regarding the settlement boundary as included in part 2 of the Local Plan.			

## 48 PLANNING

### 48.1 Applications:-

19/01900/CAT - Removal of 4 dead trees (3 x Silver Birch and 1 x Cherry). Potential danger to vehicles and pedestrians at Malpas Recreation Ground, Tilston Road, Malpas

**Observations:-** The Council have no objections to this application and draw attention to the Neighbourhood Plan which states that for every tree felled two should be planted. The Council understand from the application that this is to be the case. Due to the proximity of this site to Malpas Alport Primary School the Council would want to ensure that the work is carried out outside the school drop off and pick up times.

19/01597/FUL - temporary access is required to accommodate construction works to facilitate upgrades at Malpas Service Reservoir, Chester Road, Malpas

**Observations:-** This is within the Malpas Conservation Area. The Council have no objections to this application, but would want to ensure that the site is returned back to its original stage with Cheshire Railings. The Council would also want to ensure that there is no damage to any of the trees. This site is situated between Malpas's Primary and Secondary Schools so in the interest of safety the Council would want to ensure that any plant movements or deliveries do not take place between 8 - 9.15 in the morning or 3 – 4 pm in the afternoon

19/01681/FUL - Proposed garage with workshop and store at The Old Coach House, High Street, Malpas

**Observations:-** This is in the conservation area and the Council would therefore want to ensure that the conservation officer is happy that the design and materials are in keeping. It is a very large garage and store, because of this the Council would like to see the removal of permitted development rights. Any additional external lighting should be down lighting in accordance with the Neighbourhood Plan. Draw attention to Policy BE3. In addition, the Council would like to see some feature included on the front of the building to enhance the view from the public realm. Due to the proximity of the Old Coach House to Malpas Alport Primary School the Council would want to ensure that any deliveries are made outside school drop of and pick up times.

**Resolved:- The Council agreed to the above observations. Proposed by Cllr Webb and seconded by Cllr Lowick Higgle.**

### 48.2 To consider any applications received after the agenda has been distributed:-

18/02090/FUL- Erection of two bungalows (affordable housing for first time buyers under the NPPF entry level exception site policy) on land to the rear of The Sycamores and single-storey extension to The Sycamores (AMENDED PROPOSAL) at The Sycamores Old Hall Street Malpas.

19/01974/S73 - Variation of conditions 2, 15 and 16 of planning permission 17/03491/FUL to alter the mix of units from 2 x 1-bed and 19 x 2-bed to 8 x 1-bed and 15 x 2-bed and alterations to fenestration at The Cedars, Old Hall Street, Malpas

The Council are to request extensions for the above planning applications to be considered by the planning steering group and hopefully at the July meeting of the parish council.

### 48.3 Recent decisions by CW&C:-

#### Approved:-

19/00311/FUL - St Joseph's College, Tilston Road, Malpas

<p>19/01250/FUL – Stoneyhurst, 5 Hollowood Road, Malpas</p> <p>48.4 <u>To receive planning updates:-</u> Cllr Whitehurst informed the meeting about a complaint against an individual Cllr which is to be lodged with the Monitoring Officer at CW&amp;C.</p> <p>48.5 <u>Bovis Development:-</u> The Clerk and Cllrs Charlton, Whitehurst, Webb and Waddelove met with representatives from Bovis to discuss various concerns previously raised. These included drainage issues; noise control at the site; open space at the site; bus shelters; dust control and the siting of the village pump at the site.</p> <p>48.6 <u>Chester Road Development:-</u> A meeting is due to take place with the new manager of Assura.</p> <p>48.7 <u>Mount View Planning Application:-</u> The planning steering group are to discuss submitting a request to CWaC Planning Authority to request to allow the area of land the developer is proposing to build 7 houses on to be included in the settlement boundary, and /or state that they would support 7 properties on that area.</p>	
<p><b>49 HIGHWAYS</b></p> <p>High Street Car Park:- the Council has received complaints regarding the condition of car park including overgrown vegetation; request for resurfacing and painting of lines for car park spaces. Actions to be considered in part 2 of the meeting.</p>	
<p><b>50 ALLOTMENTS</b></p> <p>All plots are now taken.</p> <p>Concerns were raised about the state of certain plots that do not appear to be maintained. Cllr Higgle is to arrange a meeting of the allotment holders to discuss the concerns raised. The Tenancy Agreement states that there is meant to be an Association formed and made up of the Tenants who are to be responsible for the day to day administration of the Allotments on behalf of the Council.</p>	CH
<p><b>51 APPEARANCE OF MALPAS</b></p> <ul style="list-style-type: none"> <li>• Hanging Baskets:- these have now been put up in the village.</li> <li>• Steps at the Cross:- the Clerk is to liaise with Cllr Whitehurst regarding the preparation of the risk assessment and to clarify with Patrick Lomax when the work will be completed.</li> </ul>	CW RS
<p><b>52 DOG WASTE BAGS/ HOLDERS</b></p> <p>The Clerk is to liaise with CW&amp;C Cllr Rachel Williams regarding the holders for dog waste bags.</p>	RS
<p><b>53 MALPAS BOUNDARY SIGN LOCATION</b></p> <p>The Council has been contacted regarding the location of the boundary sign on Cross o' th' Hill. Cllr Whitehurst explained the reasoning for the locations.</p> <p>The grand-daughter of Kenneth Rowntree, the artist who painted the original picture that features on the 'Welcome to Malpas' signs, has written to say that she is very pleased with the signs.</p>	
<p><b>54 ADVERTS ON THE COMMUNITY WEBSITE</b></p> <p>The Council considered allowing and charging for adverts on the community website to go towards funding the site and agreed in principle to allow adverts. Cllr Whitehurst is to provide a detailed report for the Council to consider further.</p>	CW
<p><b>55 COMMUNITY GOVERNANCE</b></p> <p>The Council has received a request to merge with Cuddington Parish. Cllrs Whitehurst and Higgle are to prepare a report consisting of the pros and cons.</p>	CW CH

<p><b>56 CHRISTMAS EVENT</b> The Council considered arrangements for co-ordinating the Christmas Event. <b>Resolved:- Cllr Williams agreed to co-ordinate the Christmas event.</b> <b>Proposed by Cllr Charlton and seconded by Cllr Whitehurst.</b></p>	<b>MW</b>										
<p><b>57 SUMMER FAIR</b> Cllr Webb requested volunteers to assist at the summer fair on Saturday 13<sup>th</sup> July. Cllrs Williams, Webb, Whitehurst, Charlton and Lloyd agreed to help.</p>											
<p><b>58 VILLAGE YOUTH EVENT</b> Cllr Whitehurst updated the meeting further to the village youth event. Requests included a swimming pool, better recreation ground facilities and a shelter.</p>											
<p><b>59 MINERVA ARTS</b> <b>Resolved:- The Council agreed to write a letter of support for the National Lottery Heritage Grant that Minerva Arts are applying for. Proposed by Cllr Higgle and seconded by Cllr Hancock.</b></p>	<b>RS</b>										
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<p><b>61 EXTERNAL CORRESPONDANCE INCLUDING SUGGESTION BOX</b> List previously circulated to Cllrs.</p>											
<p><b>62 UPDATES FROM OUTSIDE ORGANISATION REPRESENTATIVES</b> 62.1 Malpas Burial Ground:- Cllr Waddelove informed the meeting that grave digger Paddy Mckiernan passed on. The Council are to send a card to Dawn McKiernan. 62.2 Award:- Local businessman, David Barlow, has been awarded with an MBE.</p>											
<p><b>63 PRESS AND PUBLIC</b> <b>Resolved:- To resolve to exclude the press and members of the public.</b> <b>Proposed by Cllr Webb and seconded by Cllr Meredith.</b></p>											

**The meeting closed at 9.40 p.m.**

NB copies of the attachments can be obtained from the Parish Clerk  
Website:- <http://www.malpascheshire.org/>